



LEGISLATIVE RESEARCH COMMISSION
State Capitol, 700 Capital Avenue
Frankfort, Kentucky 40601



LRC Legislative Intern Program 2006

LEGISLATIVE RESEARCH COMMISSION
Frankfort, Kentucky

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The LRC Legislative Intern Program

provides an opportunity for self-motivated, outgoing, and qualified college students to gain an understanding of the legislative process by actively participating in it.



Photo by Rick McComb



House
Chamber



The 2004 Interns
in the Senate
chamber.

Students will spend four months working with Legislative Research Commission staff and members of the General Assembly. They will be trained and treated like actual employees of the LRC.

Students are placed in areas that best utilize their personal qualifications. These areas include the legislative committee staff, the director's office, constituent services, and the public information office.

The interns will receive a \$1,000 monthly allowance (subject to all applicable taxes) and be responsible for their own housing, meals, and other expenses while in Frankfort.

In the past, the legislative intern program has not only aided in developing the talents of the interns, but has also helped give direction to their career goals.

The interns make new friends and often develop professional contacts during the four-month program.



Senate President David Williams
talking with the 2004 Intern Class



Senate
Chamber



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LRC Director's Office

The director of the Legislative Research Commission has his own staff whose responsibility is to monitor and organize all activities within the LRC.

An intern placed in this position will be responsible for tracking the progress of bills and resolutions that specifically affect the General Assembly, the LRC, or that call for specialized studies. Other duties include assistance with incoming research requests, delivery of bills and information to members on the House or Senate floor, preparation of the *Legislative Record*, and other bill tracking and bill preparation duties.

An intern assigned to the Director's Office should have excellent organizational skills and an ability to work effectively under the pressure of deadlines.

Committee Staff Assignments

An intern assigned to a committee staff will aid professional staff members in the drafting and tracking of bills, legal research, and preparation for committee meetings.

Interns are given a great deal of responsibility since the work they do helps prepare legislation that will affect the entire state. In addition, by working as assistants to committee staff, interns have an excellent opportunity to learn from experienced lawyers, analysts, and politicians about the legislative process, the legalities involved, and the issues confronting the General Assembly.

By developing working relationships with these professionals, interns who work as assistants to

committee staff are given a behind-the-scenes look into the General Assembly that few people are afforded.

Interns might be assigned to one of several committees. These include Health and Welfare, Judiciary, Labor and Industry, and Education, to name a few. Therefore, students of all academic backgrounds and interests can benefit from this internship program.

Constituent Services

The Constituent Services Office handles constituent matters by phone and mail. By doing this, the office staff assist legislators in responding to constituents who may have a complaint, request, or problem communicating with a government entity.

This placement offers interns an excellent opportunity to familiarize themselves with issues that affect the daily lives of average Kentuckians. Essentially, these interns act as liaisons between lawmakers and the public and will deal with a wide number and variety of people daily. Many of those people will be facing personal crises or will have strong opinions on certain issues. A constituent-services intern must be pleasant and helpful in all circumstances.

Public Information Office

Interns with an interest in journalism or political communication may be placed with LRC's Public Information Office during the session. This placement is different from the others in that it is less research-oriented and more communications-oriented.

The information office is responsible for writing press releases, speeches, newspaper columns, and photo cutlines. It also has a photography section as well as radio and video services.

An intern placed in Public Information will have the rare opportunity of working on the Senate and House floors during proceedings, as well as attending and helping arrange press conferences held by the legislators. This placement requires well-developed writing and communications skills. Journalism and communications majors are usually considered best qualified. Generally, no more than two interns will be placed with Public Information.

Academic Work

Qualified instructors at LRC organize and oversee two courses for which academic credit is given. These courses consist of two weekly seminars that feature guest speakers with special expertise in governmental or legislative matters. State government executives and policy-makers from the legislative, executive, and judicial branches are represented. The seminars are scheduled around the availability of the speakers during the session.

The first academic course, "The Kentucky Legislative Process," deals with political dimensions of the General Assembly and the comprehensive process of establishing public policy. The second course, "Challenges of State Government," examines state government as a whole, the role of various agencies, and how they work together.

Three hours of course credit are recommended for each of the two seminars. In addition, the internship itself affords nine hours of academic credit from a student's own college or university, thus providing a total of 15 hours credit for the entire program.

The LRC does not require that a student submit a research paper. But each intern, under the supervision of the campus coordinator, is encouraged to prepare a research paper analyzing some aspect of the General Assembly.

Application & Selection

The 2006 program will run from January to early May 2006. It will include an orientation prior to the opening of the 2006 session of the General Assembly. Interns must register with their own college or university and pay the normal tuition and fees required of a full-time student.

To qualify for the program, a student must be at least a junior by January 2006, have an overall grade-point average of 2.8 or better on a four-point scale, and have been active in campus activities.

Interested students attending college in Kentucky should pick up an application and return it to their campus coordinator. Interested Kentuckians attending college in other states should write to the LRC Legislative Intern Coordinator for an application. All

applications must be completed and returned to the appropriate campus coordinator by April 8, 2005.

Several students will be chosen as finalists and will be invited to Frankfort for an interview with a panel of LRC staff. Up to 20 students will be selected for the program before May 1, 2005.

Campus Coordinators

Alice Lloyd College	Dr. Gene Pace
Asbury College	Dr. Robert Neff
Bellarmino College	Dr. David Prince
Berea College	Dr. Katrina Rivers-Thompson
Brescia University	Dr. Perry Ballard
Campbellsville University	Mr. John E. Chowning
Centre College	Dr. William Garriott
Cumberland College	Dr. Bruce Hicks
Eastern Kentucky University	Dr. Kendra Stewart
Georgetown College	Dr. John Dalager
Kentucky State University	Dr. Jim Graves
Kentucky Wesleyan College	Dr. Bill Conroy
Lindsey Wilson College	Dr. William B. Julian
Morehead State University	Dr. Greg Goldey
Murray State University	Dr. Farouk Umar
Northern Kentucky University	Dr. Mark Shanley
Pikeville College	Dr. Nancy Cade
Spalding University	Ms. Mandy Bartell
Thomas More College	Dr. James McNutt
Transylvania University	Ms. Susan Rayer
Union College	Ms. Amanda Spencer
University of Kentucky	Ms. Esther Livingston
University of Louisville	Dr. Phil Laemmle
Western Kentucky University	Dr. Scott Lasley

Legislative Research Commission

The Kentucky Legislative Research Commission is a 16-member committee, comprised of the majority and minority leadership of the Kentucky Senate and House of Representatives. Under Chapter 7 of the Kentucky Revised Statutes, the Commission constitutes the administrative arm of the Kentucky General Assembly. Its director serves as chief administrative officer of the Legislative Branch.

For questions, contact: Sheila Mason, LRC Intern Coordinator, 1-502-564-8100.